

How to Use Landscape for Monitoring

2025 Annual Monitoring Program



What is Landscape?

- The purpose of the annual monitoring program is keep track of what is going on at T3C owned and managed properties
- Landscape is a software program that T3C uses to monitor properties and keep track of issues that need to be addressed
- Landscape is available in both a mobile and desktop version

The logo for Landscape, featuring the word "LANDSCAPE" in a bold, sans-serif font. The letters "LAND" are teal, and "SCAPE" is green. A green mouse cursor arrow is positioned over the letter "A" in "SCAPE".

Signing Into the Mobile App

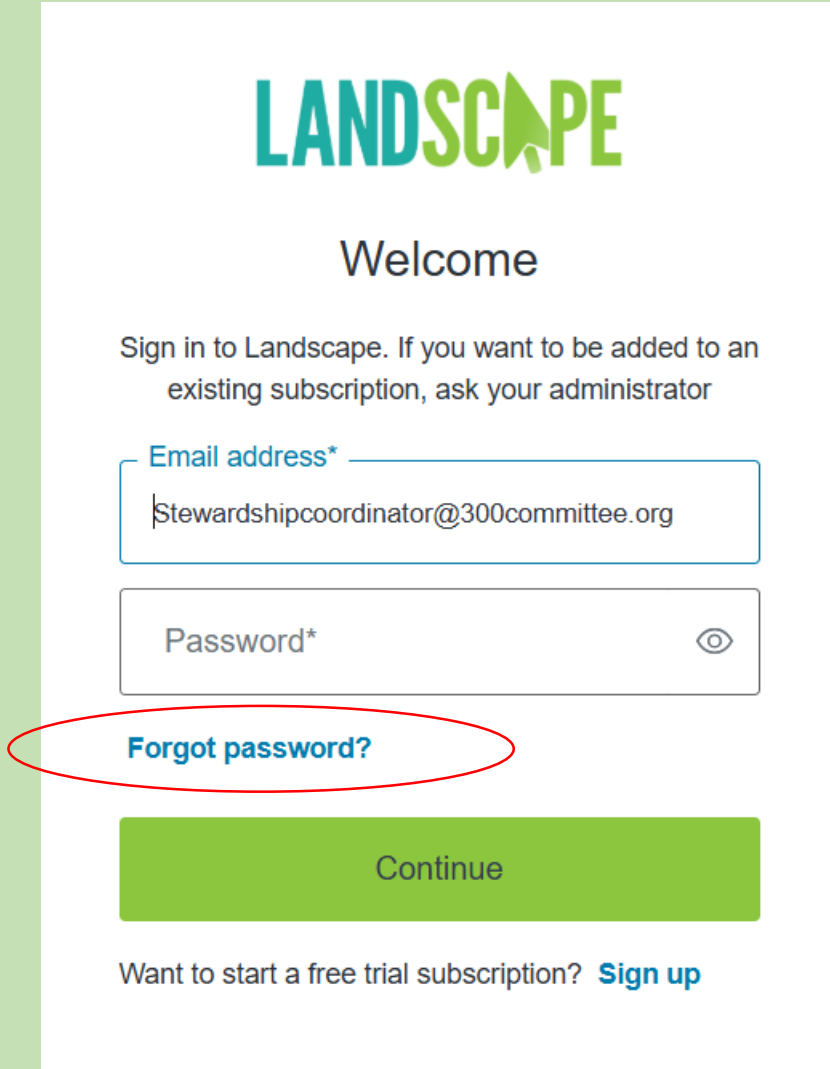


- Download Landscape Mobile 3 on your cellular device
- The app is available for both iPhone and Android (version IOS 13 or later)
- If you already have an account, open the app and enter your username and password if prompted

For New Users:

- You will receive an email invitation to sign up that includes a temporary password
- Click the link in the email and sign in with your username (email) and temporary password
- Follow the instructions to change your password
- Note your new username and password – You will need this information to log into your account in the future (both desktop and mobile versions)

Changing Your Password



The image shows the Landscape login page. At the top is the 'LANDSCAPE' logo. Below it is a 'Welcome' heading. A message says: 'Sign in to Landscape. If you want to be added to an existing subscription, ask your administrator'. There are two input fields: 'Email address*' with the text 'Stewardshipcoordinator@300committee.org' and 'Password*'. A red circle highlights the link 'Forgot password?'. At the bottom is a green 'Continue' button and a link 'Sign up'.

LANDSCAPE

Welcome

Sign in to Landscape. If you want to be added to an existing subscription, ask your administrator

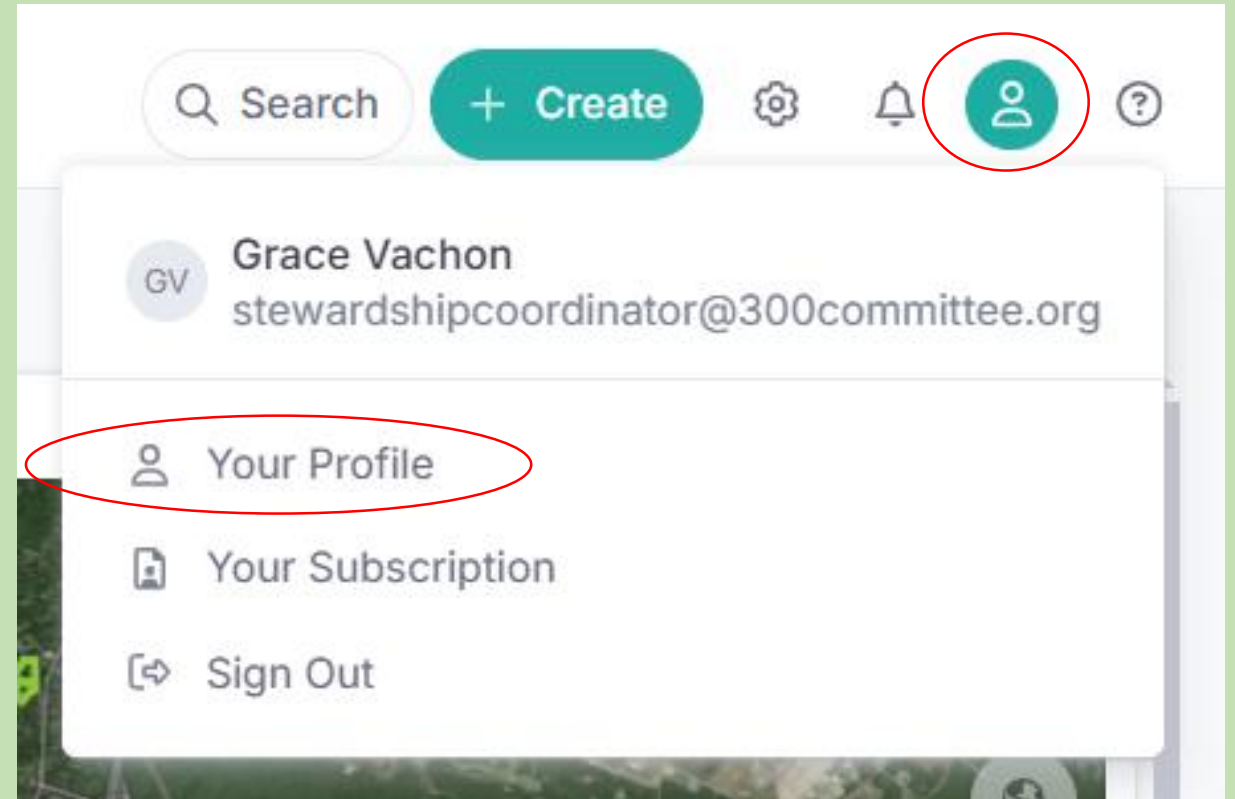
Email address*
Stewardshipcoordinator@300committee.org

Password*

[Forgot password?](#)

[Continue](#)

Want to start a free trial subscription? [Sign up](#)





Using The Mobile App: The Landscape Interface

What Will I See When I Open Landscape?

The screenshot shows the Landscape app interface. At the top is a search bar labeled "Search Stewardship Sites...". Below the search bar is a map of a coastal area with a green boundary labeled "Bartolomei Boundary". A blue dotted line on the map represents the "Site Visit Path", with numbered blue circles (1-7) indicating "Photo Points". A yellow location pin icon is labeled "Your Location". A yellow icon with a circular arrow is labeled "Sync Your Visit". A cloud icon with a download arrow is labeled "View downloaded data". A person icon is labeled "Edit visit details". On the right side, there are three green circular buttons: a camera icon labeled "Take a Picture", a pencil icon labeled "Additional Info About the Site", and a magnifying glass icon labeled "View Previous Visits". At the bottom, a panel titled "Site Visit Geography" shows a timeline of visit dates: 10/3/2024, 9/11/2024, 7/11/2024 (highlighted in green), and 6/11/2023. Below this panel, the site name "Bartolomei" is displayed. At the very bottom, there are two tabs: "SITE VISITS" and "SITE DETAILS".

Search for sites

Sync Your Visit

View downloaded data

Edit visit details

Your Location

Site Name

Begin a New Site Visit

Take a Picture

Site Visit Path

Photo Points

View Previous Visits

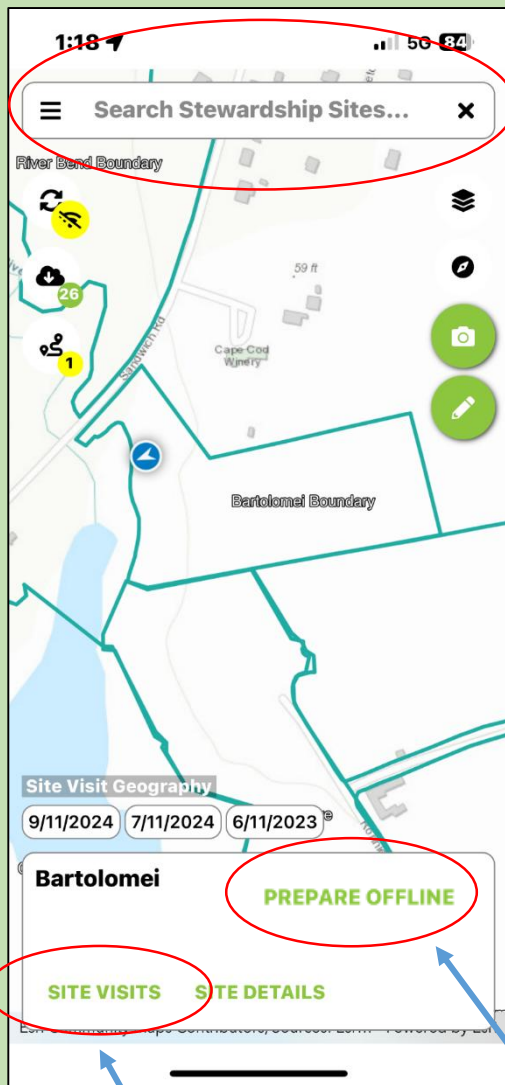
Additional Info About the Site



Using The Mobile App: Starting Your Visit

Starting a Landscape Visit Quick Guide

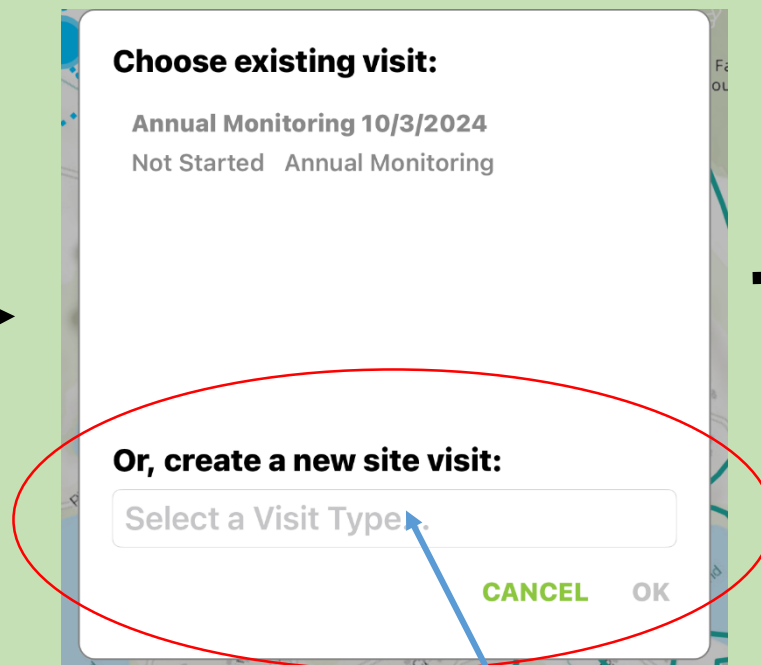
1. Open the Landscape mobile app and sign in
2. Search for the site that you will be monitoring using the search bar
3. Select “**Prepare Offline**” to download the parcel’s map data for offline use
4. Select “**Site Visits**” to begin a new one
5. Under “**Create a new site visit**” select “**Annual Monitoring**” and then “**Ok**”
6. Complete the following once the form pops up . . .
 - Give the visit a unique name (i.e. Annual Monitoring 7/12/2025)
 - Select “**Annual Monitoring**” for visit type
 - Select “**In-person**” for methods
7. Select “**Start Visit**” at the top right hand corner of the page to start the visit.
8. Select “**Yes**” to update the start time to the current time



3. Select “Site Visits”

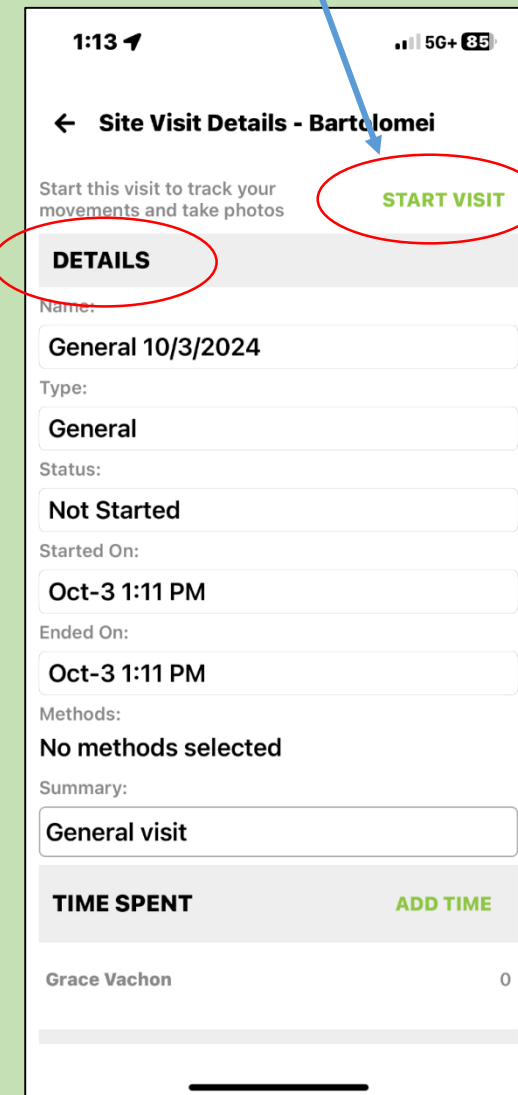
2. Select “Prepare Offline”

1. Search for the site



4. Choose “Annual Monitoring” as the visit type

5. Fill in the information under “Details”




6. Select “Start Visit”

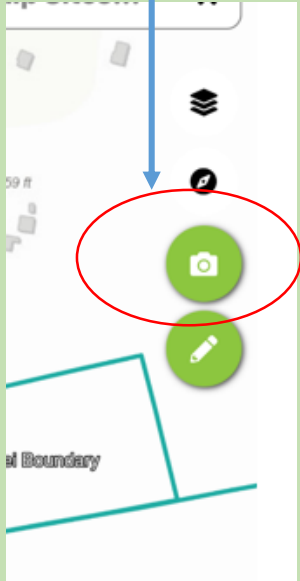
A vibrant, sunlit forest scene with numerous tall, slender trees and a thick canopy of bright green leaves. The ground is covered in lush green ferns and undergrowth. A white rounded rectangle is centered over the image, containing the text.

Using the Mobile App: Taking Pictures

Quick Guide to Taking Pictures with Landscape

1. Select the **green camera icon**  on the map screen to pull up the camera.
2. Take the picture using the white shutter button
3. Make sure that the picture is clear and not blurry. Select “**Discard**” to delete the image if necessary.
4. Select “**Describe**” to give the picture a caption. **All pictures that you take for your annual monitoring report should have captions!!**
5. Select “**Keep**” when you are happy with the picture that you have taken
6. Select “**Close**”

1. Select the camera icon to take a picture



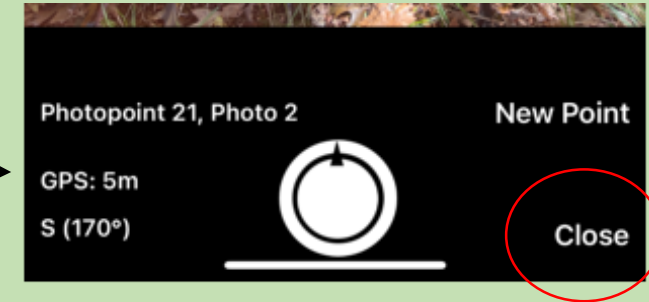
2. Take a picture using the shutter button



4. Give the picture a caption!



3. Examine the picture quality and "Discard" it if necessary

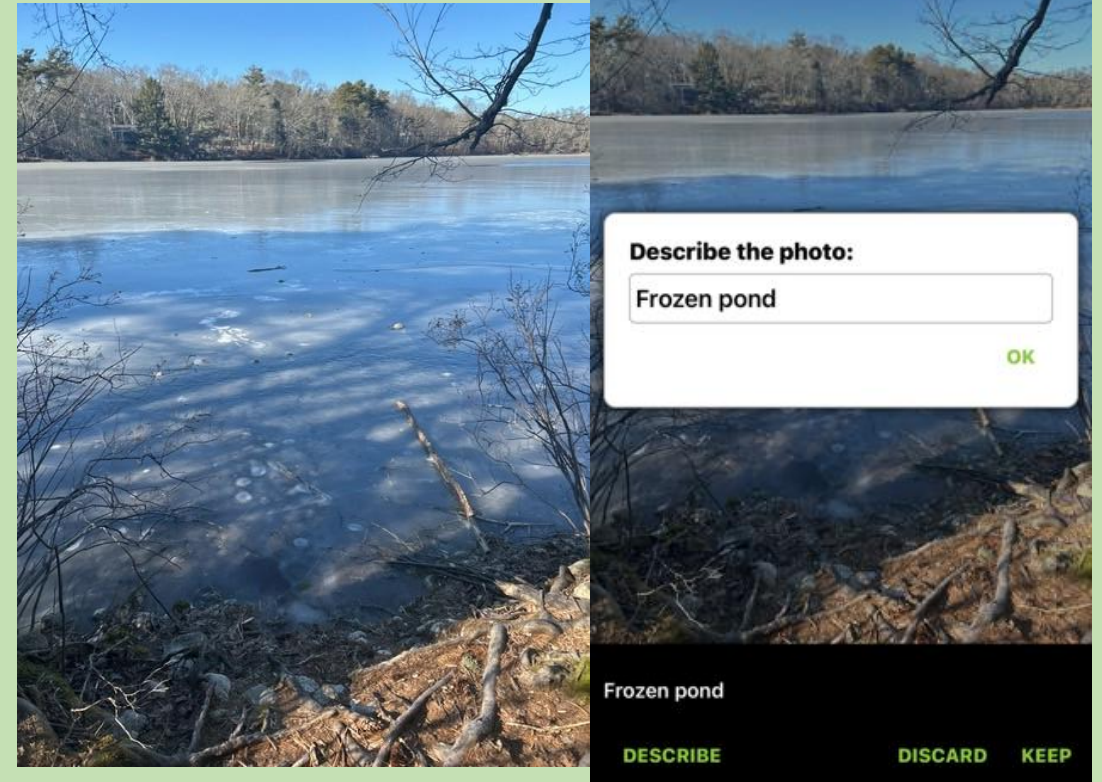
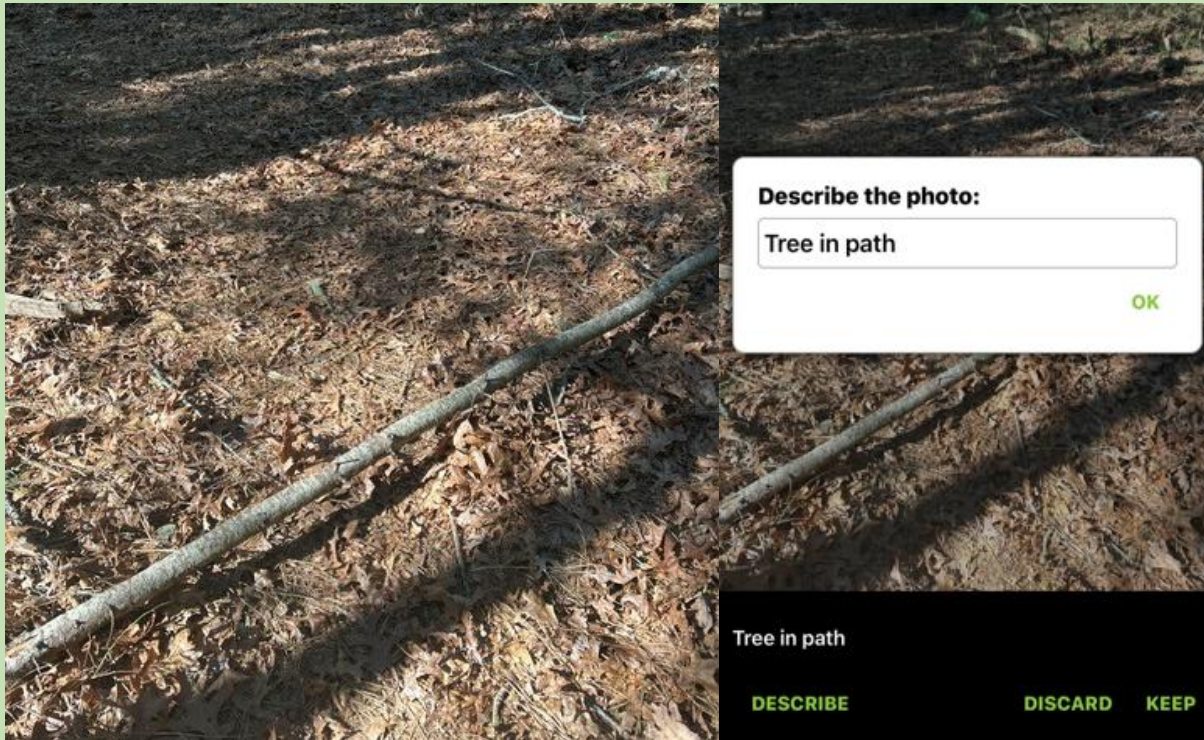


6. Select "Close"

5. Select "Keep" when you are happy with the image

Writing Photo Captions

- Every photo must have a caption!
- Write a few words about what is in the photo
- **It is okay for photos to have similar captions (ex. multiple downed trees).**
 - If known, can use location to specify (i.e. “south side of trail”)

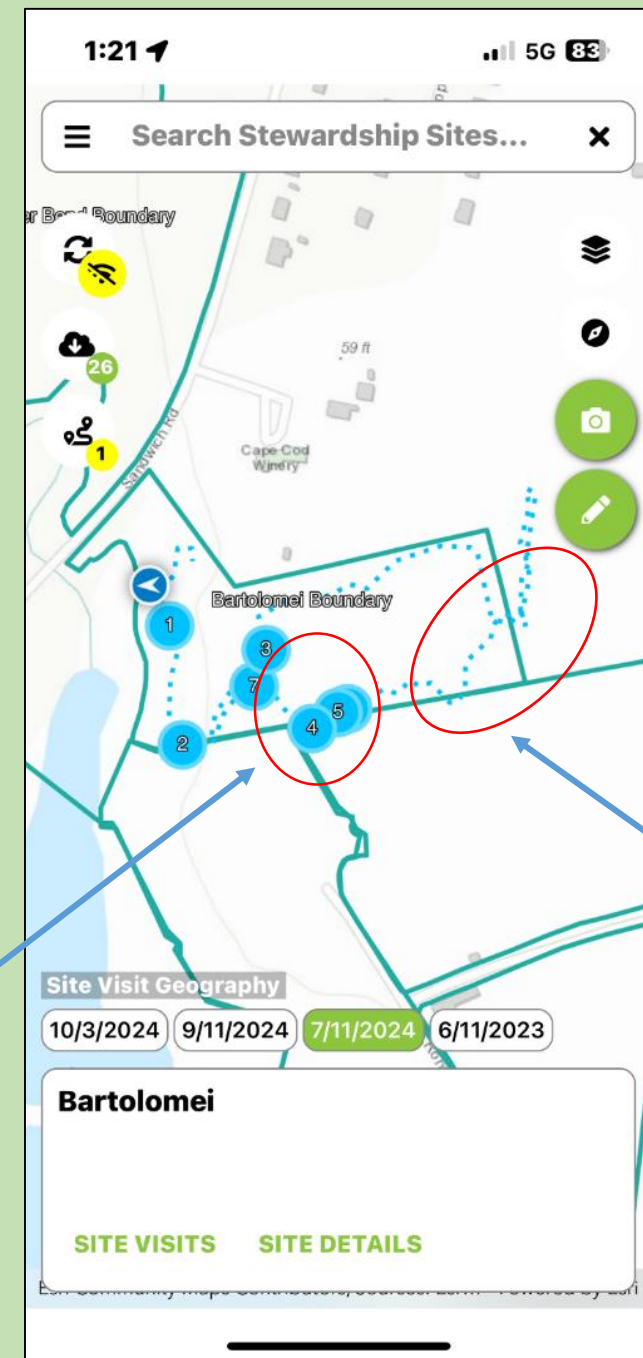


What are Photo Points?

- Photo points are points on the map that contain information about a particular location, including photos
- Your photo points (blue numbered circles) and walking path (dotted blue line) will appear on the map
- **Photos and photo points are not the same thing**
- **One photo point can contain multiple photos**
- **To create a new photo point, select “Close” after taking a picture before going back to the map view. If you don’t do this, the photo will be added to the previous photo point!**
- “New Point” does the same thing

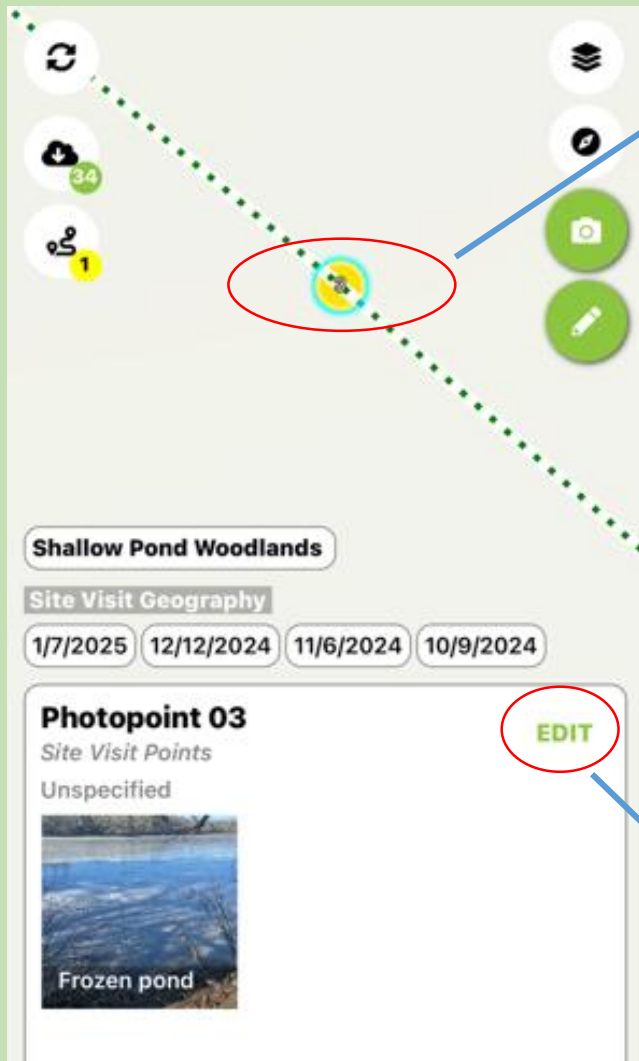
Photo Points

Walking Path



Editing Photo Points

- Can select individual photo points on map to edit/remove



Select photo point on map

EDIT

Edit photo point

A screenshot of the 'Map Item Details' form for 'Photopoint 03'. The form has a back arrow and a 'REMOVE' button (circled in red) at the top right. The 'DETAILS' section includes fields for 'Name' (filled with 'Photopoint 03'), 'Description' (empty), 'Map Label' (filled with '3'), 'Type' (filled with 'Unspecified'), and 'Status' (a dropdown menu showing 'Select a Map Item Status...'). The 'PHOTOS' section has an 'ADD PHOTO' button (circled in red) and two photo thumbnails: 'Frozen pond' and 'Side trail'.

REMOVE

Delete Photo Point

Add additional photos to photo point. Selecting this will pull up the camera view



ADD PHOTO

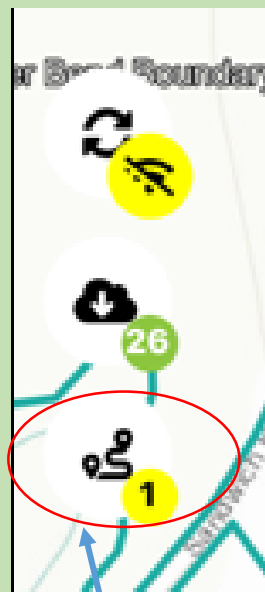
Can have multiple photos within a photo point



Using the Mobile App: Ending Your Visit

Quick Guide to Ending Your Visit

1. If you are in the map view, select this icon  to return to the “**Site Visit Details**” page
2. Select “**Stop Visit**” in the top right hand corner
3. Say “**Yes**” to updating the end time to the current time
4. Select the sync icon  to sync your visit so that it appears on the desktop as well
5. Scroll down to “**Form**” and complete the questions. If the questions are not there, select “**Add Form**” to add them
6. Notify me of your completed visit via email so I can run + file the monitoring report



1. Select this icon

1:17 5G 84

← Site Visit Details - Bartolomei

This visit is active and tracking your movements

STOP VISIT

☒ Track route of travel

DETAILS

Name:
Grace 10/3/2024

Type:
General

Status:
Not Started

Started On:
Oct-3 1:17 PM

Ended On:
Oct-3 1:17 PM

Methods:
In-person

Summary:
General visit

TIME SPENT **ADD TIME**

3. Select "Yes" to update end time to current time

2. Select "Stop Visit"

10:34 100

← Site Visit Details - Bartolomei

Start this visit to track your movements and take photos **START VISIT**

FORM

Is parking available?

☐ Yes
☐ No
☐ Other

Please type any additional info here (condition of parking areas, needing repairs?, etc)

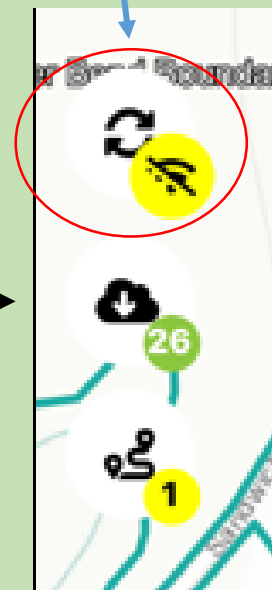
Are there adequate boundary markers?

☐ Yes
☐ No
☐ Somewhat

If 'Somewhat' please explain. Add any additional notes here.

4. Complete the form questions

5. Select the sync icon

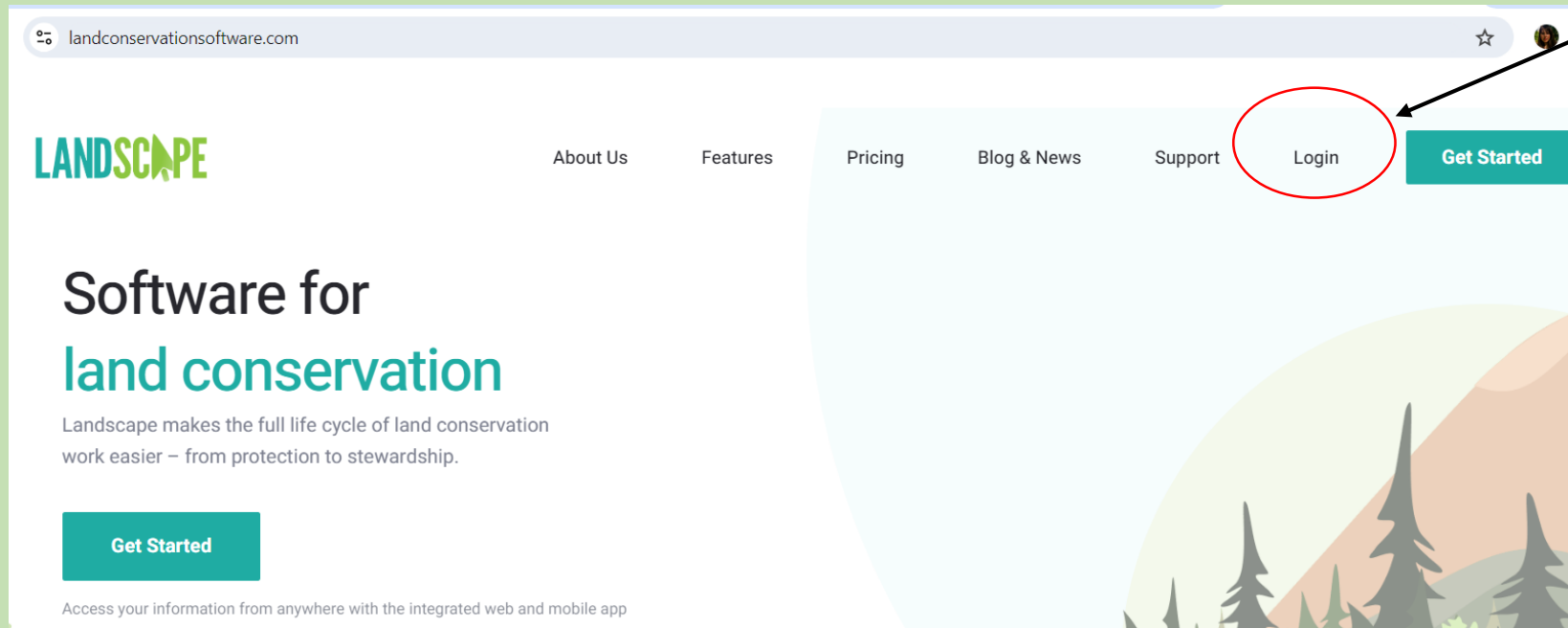


Using Landscape on Your Desktop



Quick Guide to Using Landscape the Your Desktop

1. Search for <https://landconservationsoftware.com/> and log onto the desktop version
2. Use the search box to search for your monitoring site
3. Access the page for the specific site
4. Access and explore the “**Work**” tab. Find your site visit and make sure all important information is filled out
5. Scroll down to “**Form Questions**” and fill out the form if you have not already



Step 1. Login here

Step 2. Search for your monitoring site

1. Find your monitoring site by searching for it in the search box.

The screenshot shows the Landscape software dashboard. A search box in the top right corner contains the text "beebe woods". Below the search box, a dropdown menu displays a suggestion: "Beebe Woods" with the subtext "Current Holding • Beebe Woods". The dashboard itself features several widgets: "Conservation Success" showing a count of 131 and a conservation size of 2,479.4911; "Unsatisfied Stewardship Obligations" with an "Annual Monitoring" link; "Conservation Values Protected" with a table of soil types; "Active Properties by Stage (19)" with a table of property details; "Properties Protected by Interest" with a pie chart; and "Properties Protected over Time" with a bar chart. A map of the Falmouth area is visible on the right side of the dashboard.

	Count	Amount
Prime Ag soils	1	10
Upland Acreage	1	9.35
Wetland	1	1

Name	Original Size	Stage ↑	Acquisition Method	Address or Location	Des
Inquir...	229.249				
	410.308				

2. The site may pop up as a suggestion. If so, click on it.

Step 3. Access the page for the specific site

Scroll this page to read general info about the site

1. Access the “Work” tab

View completed reports

Property

Beebe Woods

Current Holding

Work

+ Add Work

Site Visits

+ Add Site Visits

Annual Monitoring 6/13/2024

Annual Monitoring

AmeriCorps 12/20/2023

AmeriCorps

AmeriCorps 12/20/2023

AmeriCorps

Work Day 3/7/2023

Work Day

Work Day 3/1/2023

Work Day

Work Day 1/26/2023

Work Day

Work Day 1/30/2023

Work Day

Completed Jun 13, 2024

Completed Dec 20, 2023

In Progress Dec 20, 2023

In Progress Mar 7, 2023

Completed Mar 1, 2023

Completed Jan 26, 2023

Completed Jan 30, 2023

Showing 20 of 35

Show More

2. Select your site visit from the list

Visit date and status

Step 4. Explore the “Work” tab and fill in any additional details about your visit

LANDSCAPE

Dashboard Portfolio Projects Tasks Funding Data Views

Property Beebe Woods Current Holding

Activity Contacts Notes Projects 1 Relationships 2

Details Work Tasks 2 Communications Reports

Editing Site Visit Completed Add Run Report

NAME Annual Monitoring 6/13/2024

TYPE Annual Monitoring

SCHEDULED No data

START 06/13/2024 12:01PM

END 06/13/2024 12:14PM

METHODS No data

SUMMARY

Add Data

Time Tracking (0.21 Hours)

Visit Status

Visit name

Visit type drop-down menu

Visit start and end times

“Methods” drop down menu

Type a summary of the visit if you would like

Step 4 Cont. Explore the “Work” tab and fill in any additional details about your visit

“Time Tracking” shows who conducted the visit and how long it took

Time Tracking 0.21 hours

Completed + Add Run Report

Editing Site Visit

Attachments +

Add new photos/other files

Show file attachments

General Photos

Toggle to “Photos” to view site visit photos

Site Visit Map

Your photo points and path will shown up on the map here

The screenshot displays the 'Editing Site Visit' interface. At the top, there's a header with 'Property' and 'Beebe Woods'. Below this, a 'Time Tracking' section shows '0.21 hours' and 'T3C TerraCorps Intern Staff'. A red circle highlights the 'Time Tracking' section. To the right, a 'Completed' status is shown. Below the time tracking, there's an 'Attachments' section with a red circle around the '+' icon. A list of four site visit photos is shown, each with a date and time. A red circle highlights the 'Photos' tab in the 'Show file attachments' section. On the right, a 'Site Visit Map' shows a map with a red circle around two points labeled '1' and '2'. A text box explains that photo points and paths are shown on the map.

Step 4 Cont. Explore the “**Work**” tab and fill in any additional details about your visit



Select all photos

Select Individual Photos

Add photos

Delete selected photos

Photo Description

Photopoint 02

Describe the map feature

Status: None Unspecified

Photos + [trash icon] [refresh icon]

[checkbox] [photo thumbnail]

TT 6/13/2024

evidence of fire?

Status: None S 178.49°

[photo thumbnail]

TT 6/13/2024

Describe the photo

Status: None S 178.49°

You can click on each photo point on the map to view photos/edit

Step 5. Scroll down to “Form Questions” and fill out the form

2. Mark visit as complete once everything is filled out

The screenshot shows the 'Editing Site Visit' interface. At the top, there is a navigation bar with a back arrow, the title 'Editing Site Visit', and three buttons: 'Completed' (highlighted with a red circle), '+ Add' (also highlighted with a red circle), and 'Run Report'. Below the navigation bar, the section 'Form Questions (11 of 29 Remaining)' is visible, with a note that questions are from the global forms: 'Annual Monitoring Visit'. The form contains three question blocks: 1. 'Is parking available?' with radio buttons for 'Yes' (selected), 'No', and 'Other'. 2. 'Please type any additional info here (condition of parking areas, needing repairs?, etc)' with a text input field containing 'At Highfield and Off Ter Heun'. 3. 'Are there adequate boundary markers?' with radio buttons for 'Yes' (selected), 'No', and 'Somewhat'.

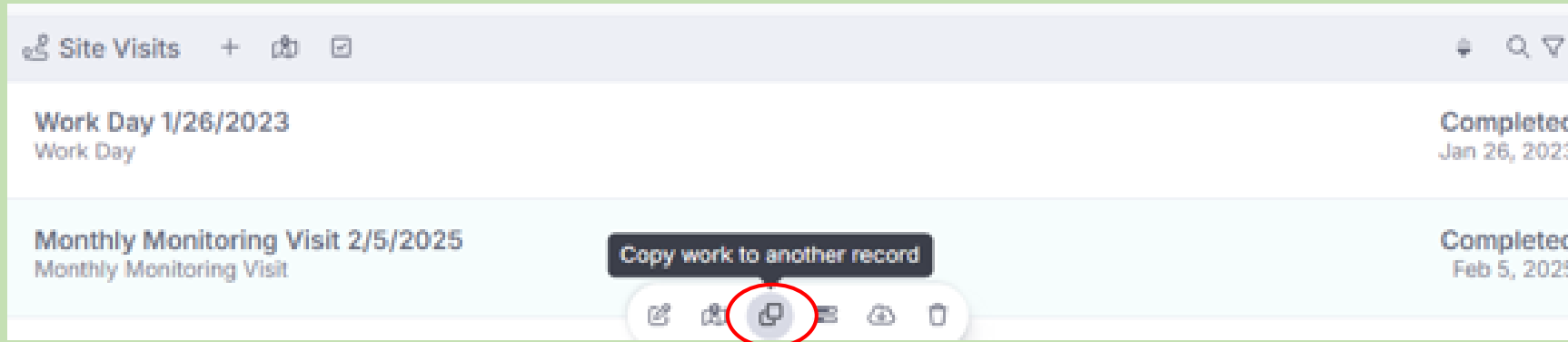
If the form is not already here, you can add it by selecting “Add”

The 'Add Form' dialog box is shown. It has a title 'Add Form' and a section 'Form to add:' with an information icon. Below this is a dropdown menu currently showing 'Annual Monitoring Visit'. There are two radio button options: 'Replace existing form' (which is selected) and 'Append to existing form'. At the bottom right, there are two buttons: 'CANCEL' and 'OK'.

1. Complete all questions to the best of your ability

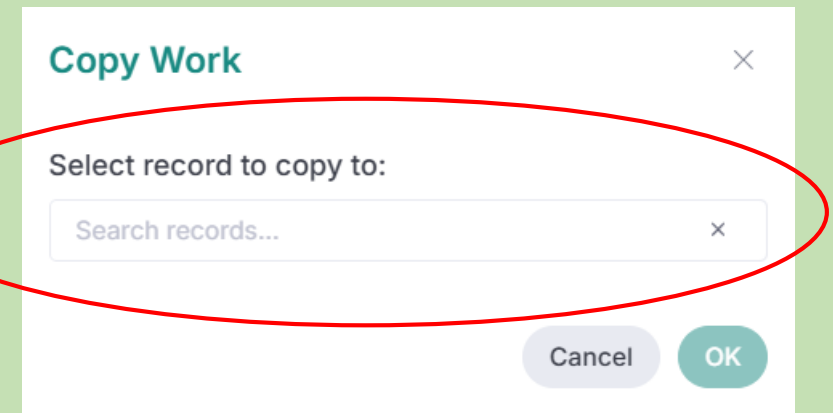
Copying Site Visit to Another Record

1. Hover over site visit and select copy icon
2. Choose the parcel that you want to copy the visit to



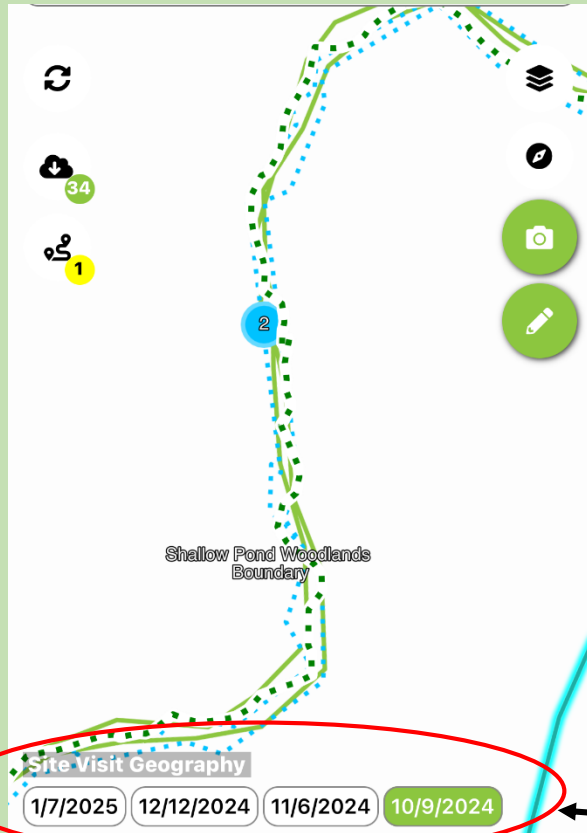
1. Find visit and hover over it to copy

2. Select the property from the list



Taking Photos at Points from Previous Visits

- Select a prior visit under “Site Visit Geography.”
- Click on each photo point to find the one where you want to take the new photo
- Walk to that point on the map and take the photo



White/Green Dotted Path = Current Visit Path

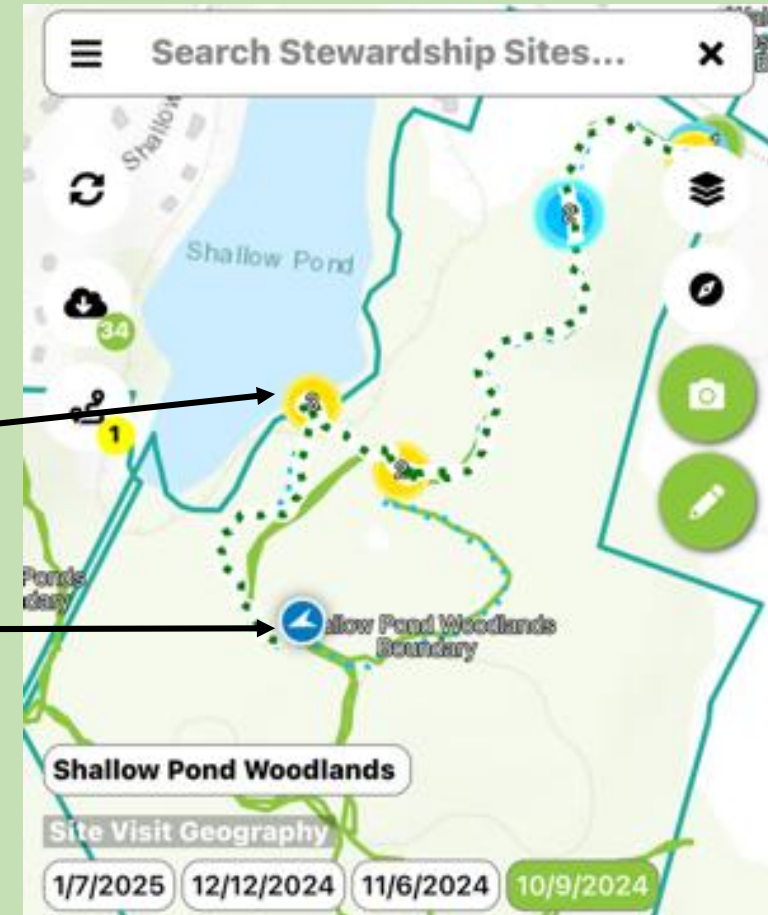
Blue Dots = Photo points for previous visit

Blue Dotted Path = Previous Visit Path


Yellow Dots = Photo Points for Current Visits

Your Location

Select previous visit to see path



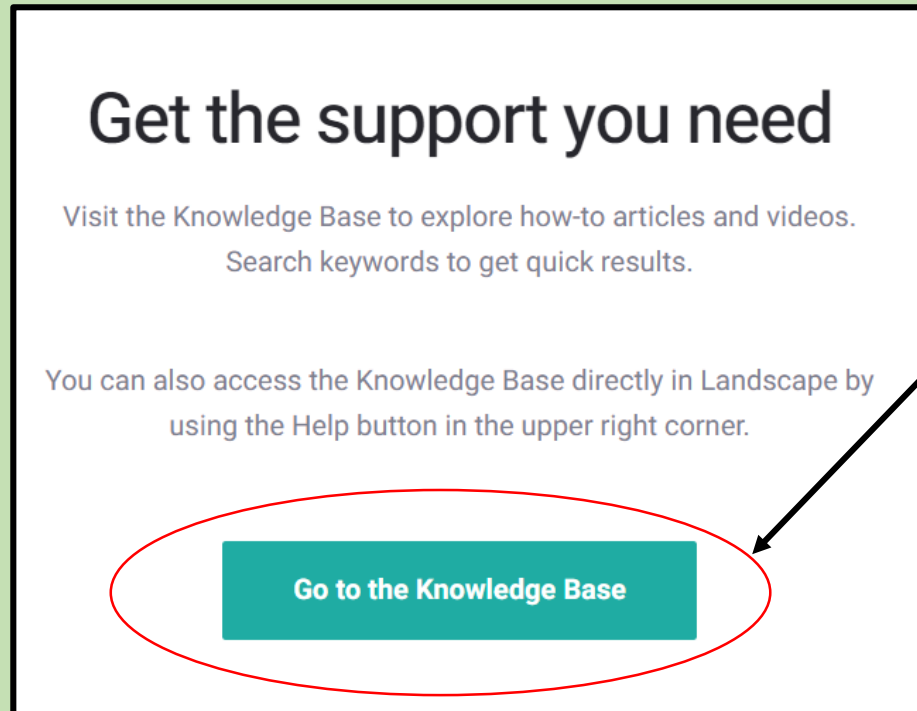
Important Things to Watch Out For

- Site Visit/site visit photos not showing up on desktop
 - **Please synch your visits and wait for synch to complete!**
- Pictures without captions
 - **Please write a caption after taking a photo!**
- Accidentally selecting the wrong site when starting your visit
 - **Copy visit to correct record**
- Incomplete form questions
 - **Provide an answer to as many of the questions as possible, can write N/A or “None”**
- Limitations within Landscape’s portal view
 - **Can only view parcels that you are assigned to as a team member**
 - **If a parcel that you are assigned to monitor is not visible to you, let us know and we can add you to that parcel**
- Forgetting to Stop/Start Visit ( icon lets you know that a site visit is in progress)

Additional Resources

Thank you for taking the time to learn about Landscape! It is a great program!

If you would like to learn more, please view Landscape's support page and go to the "[Knowledge Base](#)" Take advantage of the wealth of information!



Get the support you need

Visit the Knowledge Base to explore how-to articles and videos.
Search keywords to get quick results.

You can also access the Knowledge Base directly in Landscape by
using the Help button in the upper right corner.

Go to the Knowledge Base

Go to the Knowledge Base to view a variety of helpful articles and videos about using Landscape



landconservationsoftware.com/support/

<https://landscape.helpscoutdocs.com/article/58-monitoring-with-the-landscape-mobile-app>

Contact

- For any questions about monitoring or using Landscape, please contact:
 - Will Poirier (Stewardship Director): wpoirier@300committee.org
 - Grace Vachon (Land Stewardship Coordinator):
stewardshipcoordinator@300committee.org
 - Liam Mertens-Harker (Land Conservation Coordinator):
conservationcoordinator@300committee.org